

## **Request for Information (RFI) / Sources Sought Notice Instructor and Logistical Support**

This is a Request for Information (RFI / Sources Sought Notice in accordance with Federal Acquisition Regulation (FAR) 52.215-3 Request for Information or Solicitation for Planning Purposes (OCT 1997). It constitutes neither a Request for Proposal nor an Invitation for Bid. It does not restrict the Government to an ultimate acquisition approach. This RFI / Sources Sought Notice IS NOT A SOLICITATION or an expression of intent to issue a solicitation of any kind in the future. It should not be construed as a commitment by the Government for any purpose other than to gain the information requested. Interested parties are encouraged to respond to this RFI / Sources Sought Notice. The Government will not pay for information; materials and/or demonstrations received in response and is not obligated to respondents by or for any information received.

### **BACKGROUND, SCOPE AND CAPABILITY REQUIREMENTS:**

The Naval Supply Systems Command (NAVSUP) Fleet Logistics Center Norfolk (FLCN) is requesting information to identify possible sources to provide non-personal Instructor and Logistical Support Services for Explosive Ordnance Disposal Group One (EODGRU ONE).

A “DRAFT” Performance Work Statement (PWS) is posted in conjunction with this RFI / Sources Sought Notice. The anticipated period of performance will cover a one-year base period with four (4), twelve month option periods.

The applicable North American Industry Classification System (NAICS) for this requirement is 611699 All Other Miscellaneous Schools and Instruction and the applicable size standard is \$11 million. The Product Service Code (PSC) is U013 Education/Training- Combat. Again, THIS IS NOT A REQUEST FOR PROPOSAL. This is a market research tool. The input provided will help the Navy ascertain the interest, capability and capacity of potential businesses both small and large. If you are an interested business, FLCN would appreciate your assistance in providing a Statement of Capabilities to include the following:

1. Full business name, address, point of contact, phone number and email address
2. Contractor and Government Entity (CAGE) Code
3. Business Size and Socioeconomic status (if applicable) under this NAICS code - Large Business, Small Business, Small Disadvantage, 8(a), Hub-zone, Woman-owned and/or Service Disabled Veteran-Owned
4. Identify through which source(s) you would submit your proposal:
  - GSA
  - NECO
  - Seaport-e
5. Describe ability to support the scope of the requirements. Documentation of technical expertise, instructor & contract qualifications must be presented in sufficient detail for the Government to determine that your company possesses the necessary functional area expertise and experience as specified within the Draft PWS.
6. Teaming and/or subcontracting arrangements

7. Prospective small business utilization percentages (if the acquisition is not set-aside for small business) and
8. Compliance with FAR 52.219-14, Limitations on Subcontracting\*

\*Market research results will assist the Government in determining whether this requirement will be full and open acquisition or a small business set-aside. If a requirement is determined to be a small business set-aside, FAR 52.219-14, Limitations on Subcontracting will apply. Therefore small businesses that want to be considered for a small business set-aside should demonstrate how they could comply. Potential sources are encouraged to submit recommended small business utilization requirements as a percentage of total contract value for consideration, in the event the acquisition is not set-aside for small business.

If there is sufficient demonstrated interest and capability among small business contractors, a key factor in determining if an acquisition will be a small business set-aside is that two or more potential small business prime contractors must be capable of performing at least 50% of the effort as defined in FAR 52.219-14, Limitations on Subcontracting. If it is determined that a small business set-aside is appropriate and your company anticipates submitting a proposal as the prime contractor for a small business set-aside, please provide specific details and rationale as to how compliance with FAR 52.219-14 would be achieved, including specific details regarding teaming arrangements, etc. If subcontractors are to be used, provide anticipated percentage of effort to be subcontracted and whether small or large business will be used. If this effort is not set-aside for small business, small business utilization will be considered. Large and small businesses should provide a reasonable expectation for small business utilization as a percent of total contract value as well as supporting rationale for the recommended percentage.

#### **SUBMISSION:**

The government plans to use the internet and e-mail as the primary means of disseminating and exchanging information. Telephone requests for additional information will not be honored. Capability statements should be submitted by 1400 EST, 14 May 2015 via email to Ms. Amy Caraway at [amy.caraway@navy.mil](mailto:amy.caraway@navy.mil). Please reference "Instructor & Logistical Support" in the subject line. Responses should be limited to no more than fifteen (15) pages (12 pitch; Times New Roman). Please note the information within this sources sought synopsis may be updated and/or may change prior to an official solicitation, if any is issued. Comments regarding the Draft PWS are not requested at this time.